



Dominion File Uploading Instructions

When you generate the CVR Report in RTR, you'll need to check the box that says, "Include session details." This is the only way to ensure that the unique identifiers on the VVPAT votes get included in the CVR.

- ◆ Download the CVR file in the .xlsx format
 - Open in Excel
 - Resave the file as .csvUpload the CVR file into Arlo
- ◆ Open a New Excel Spreadsheet
 - Create Ballot Manifest (see example)
 - Save as Ballot Manifest .csv file
 - Upload into Arlo

Dominion Ballot Manifest Example

Container: Any name of your choice.

Tabulator: Pulled from Tabulator column in CVR

Batch Name: Pulled from BatchId column in CVR file

Number of Ballots: Total number of ballots from each Tabulator/BatchId (use CVR file to determine).

Container	Tabulator	Batch Name	Number of Ballots
Box – 164	2	227	47
Box – 165	4	228	35
Box – 163	3	229	50
Box – 144	4	230	100
Box – A	100-1	246	75
Box – B	100-2	247	80
Box – C	100-3	278	20

If you have questions or receive any error messages while uploading files, please contact me. I'm happy to help. Heather Hardy / hardyh@sos.nv.gov / 775 722-6710